



Carlos Jackson
Executive Director

**COMMUNITY DEVELOPMENT COMMISSION
of the County of Los Angeles**

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Gloria Molina
Yvonne Brathwaite Burke
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich
Commissioners

October 11, 2005

Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**APPROVE A COMMUNITY DEVELOPMENT BLOCK GRANT REIMBURSABLE
CONTRACT AMENDMENT WITH SUN VILLAGE CHAMBER OF COMMERCE (5)
(3 Vote)**

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve a Community Development Block Grant (CDBG) Reimbursable Contract Amendment with the Sun Village Chamber of Commerce, presented in substantially final form, to increase the contract amount by \$12,000, from \$30,000 to \$42,000, and to extend the time of the contract through January 31, 2006, for personnel and non-personnel expenses to maintain graffiti removal services in the Fifth Supervisorial District, using CDBG funds allocated to the Fifth Supervisorial District, to be effective following approval as to form by County Counsel and execution by all parties.
2. Instruct the Executive Director of the Community Development Commission, acting as agent for the County of Los Angeles, to execute four copies of the attached CDBG Reimbursable Contract Amendment, submitted in substantially final form, and all necessary amendments thereto.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION:

The CDBG Reimbursable Contract Amendment will allow the Sun Village Chamber of Commerce to maintain graffiti removal services within the Fifth Supervisorial District through January 31, 2006.

FISCAL IMPACT/FINANCING:

There is no impact on the County general fund. The proposed CDBG Reimbursable Contract Amendment will be funded with a total of \$12,000 in CDBG funds allocated to the Fifth Supervisorial District.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

The Sun Village Chamber of Commerce provides graffiti removal services to upgrade the condition of residential homes, commercial buildings, and public properties located within designated predominantly low- and moderate-income areas. The program contributes to the overall revitalization and stability of the targeted neighborhoods and provides meaningful job training for area residents.

On May 24, 2004, your Board approved the CDBG 2004-2005 One-Year Action Plan for the Thirtieth Program Year (July 1, 2004 through June 30, 2005), which included \$30,000 in CDBG funds for the graffiti removal program. CDBG funds were approved for personnel costs, such as staff salaries and benefits for a supervisor, painter and crew worker, and non-personnel costs, such as equipment and supplies, truck insurance, gasoline and maintenance. The contract was administratively amended twice to, among other things, extend the contract period through December 31, 2005.

In order to maintain graffiti removal services within the Fifth Supervisorial District, the Sun Village Chamber of Commerce requires an additional \$12,000 and a time extension through January 31, 2006. CDBG funds will continue to be used for personnel and non-personnel support for the program. The project is located at 10164 E. Palmdale Avenue, City of Littlerock.

Should the Sun Village Chamber of Commerce require additional or replacement personnel during the term of the contract, it will give consideration for any such employment openings to participants in the County's Department of Public Social Services' Greater Avenues for Independence (GAIN) Program and General Relief Opportunity for Work (GROW) Program who meet the minimum qualifications for the open positions. Sun Village Chamber of Commerce will contact the County's GAIN/GROW Division for a list of participants by job category.

The minority and female composition of the Board of Directors and staff of Sun Village Chamber of Commerce is provided with this letter as Attachment A.

The attached standard CDBG Reimbursable Contract Amendment is being presented in substantially final form, and will be effective following approval as to form by County Counsel and execution by all parties.

ENVIRONMENTAL DOCUMENTATION:

Pursuant to 24 Code of Federal Regulations, Part 58, Section 58.35 (b)(3), this project is excluded from the National Environmental Policy Act, because it involves activities that will not alter existing environmental conditions. It is exempt from the provisions of the California Environmental Quality Act (CEQA), pursuant to State CEQA Guidelines 15301, because it involves no expansion of use beyond what currently exists and does not have the potential for causing a significant effect on the environment.

IMPACT ON CURRENT PROJECT:

The project meets the U.S. Department of Housing and Urban Development national objective of providing graffiti removal services to low- and moderate- income areas.

Respectfully submitted,

CARLOS JACKSON
Executive Director

Attachments: 2

ATTACHMENT A

APPROVE COMMUNITY DEVELOPMENT BLOCK GRANT REIMBURSABLE CONTRACT AMENDMENT WITH SUN VILLAGE CHAMBER OF COMMERCE (5)

Participation of Minorities and Women

Board of Directors

Total: 10
10 Minorities
4 Women
100% Minority
40% Women

Employees

Total: 4
4 Minorities
1 Women
100% Minority
25% Women

The Commission encourages the participation of minorities and women in the contract award process including: providing information about the Commission at local and national conferences; conducting seminars for minorities and women regarding the Commission's programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations which represent minorities and women. The above information has been voluntarily provided by the Sun Village Chamber of Commerce.

The recommendation to approve the CDBG Reimbursable Contract Amendment with the Sun Village Chamber of Commerce is being made in accordance with federal regulations, and without regard to race, creed, color, gender, religion or sexual orientation.

**COUNTY OF LOS ANGELES
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
REIMBURSABLE CONTRACT
AMENDMENT NUMBER 3**

Project Title: **Graffiti Removal Program**

Project Number: **L96513-04**

CONTRACT NUMBER: **101434**

THIS AMENDMENT TO CONTRACT made this ____ day of _____ 2005, by the County of Los Angeles, hereinafter called the "County," acting by and through the Community Development Commission of the County of Los Angeles, and the **Sun Village Chamber of Commerce**, hereinafter called the "Operating Agency."

WITNESSETH THAT:

WHEREAS, the County and the Operating Agency previously entered into a Community Development Block Grant Program Reimbursable Contract, Contract Number **101434**, Community Development Project Number **L96513-04**, dated **July 1, 2004 and amended August 24, 2004; and**

WHEREAS, County and Operating Agency desire to amend said Contract in order that Operating Agency may better implement the project.

NOW, THEREFORE, in consideration of the mutual undertakings herein, the parties agree that said Contract Number **101434** be amended as follows:

1. **Exhibit A has been amended to show the following changes: Activity Summary Section and completion date has changed to January 31, 2006.** An amended Exhibit A, Project Description, is attached hereto and incorporated herein, substituted in its entirety for the previously attached Exhibit A.
2. **COMPENSATION AND METHOD OF PAYMENT** has been amended to show the following: forty-two thousand dollars **(\$42,000)**. This is an increase of twelve thousand dollars **(\$12,000)** to the project amount. An amended Exhibit A, Project Description, is attached hereto and incorporated herein, and substituted in its entirety for the previously attached Exhibit A.
3. **BUDGET SECTION** is amended to reflect the new compensation amount of: : forty-two thousand dollars **(\$42,000)**.
4. All other terms and conditions of said Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the County and the Operating Agency, through their duly authorized officers, have executed this amendment as of the date first above written.

COUNTY OF LOS ANGELES

SUN VILLAGE CHAMBER OF
COMMERCE

Operating Agency

By: _____
CARLOS JACKSON, Executive Director
Community Development Commission
of the County of Los Angeles

By: _____

Title: _____

APPROVED AS TO FORM:

RAYMOND G. FORTNER, JR.
County Counsel

APPROVED AS TO PROGRAM:

CARLOS JACKSON, Executive Director
Community Development Commission
of the County of Los Angeles

By: _____
Deputy

By: _____
Director, CDBG

Community Development Commission County of Los Angeles Project Description and Activity Budget

Contract No. 101434

Version 3

PROJECT**OPERATING AGENCY**

Project No.: L96513-04 Title: Graffiti Removal Program Funding Period: From 7/1/04 To 1/31/06 Jurisdiction: 5th District	Organization Name: Sun Village Chamber of Commerce Type: CBO CDC Program Mgr: Elsa Trujillo
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Project Administration

Vernon Beaner, Executive Director
 Sun Village Chamber of Commerce
 10164 E. Palmdale Blvd.
 P.O. Box 206
 Littlerock, CA 93543

Eligibility Summary

Funding Source: CDBG
 HUD Code: 05 Public Services (General)
 Eligibility Citation: 570.201(e)
 National Objective: LMA Low/Mod Area
 Nat. Objective Citation: 570.208(a)(1) (i)
 Est. Accomplishments: 15,830 Performance Indicator: People (General)

Activity Summary

This is a continuing program which involves graffiti removal activities. The main objective of this program is to upgrade the condition of residential homes, commercial buildings, and public properties located within the designated target areas. This program contributes to the overall revitalization and stability of the targeted neighborhood and provides meaningful job training for area residents. The removal includes cleaning and/or painting of affected areas. An average of 9,000 square feet of graffiti per month or 108,000 square feet of graffiti per year will be removed.

CDBG funds will be used for graffiti removal personnel costs (staff salaries and benefits for the following positions: One (1) Administration Clerk, one (1) Supervisor, one (1) Painter and one (1) Crew Worker) and non-personnel costs (repair of existing equipment, purchase of materials, office supplies, truck insurance, gasoline, building lease, alarm system, utilities, accounting services, security bond, liability insurance, and vehicle registration.)

Special Conditions

The Operating Agency must maintain the following information for federal reporting and monitoring purposes: the name, address, ethnicity, and female head of household status for all clients.

The Operating Agency must maintain census tract information on clients served and make it a goal to market their program to residents of

the Los Angeles Urban County, which includes the unincorporated areas and the Participating Cities.

Per 36 CFR 800: Protection of Historic Properties (Section 106 Historic Review): should any water and or sandblasting equipment be used for graffiti removal on residential or commercial properties, the Operating Agency shall submit a Basic Property Identification Form for these properties to the Community Development Commission (CDC) for review. Review and clearance of proposed actions through this process must be granted PRIOR to the start of graffiti removal on the property when “destructive removal methods” are used (sand or water blasting). Historic properties that may be adversely impacted will be evaluated by the State Historic Preservation Officer (SHPO). Floodplain review and public noticing in compliance with the National Environmental Policy Act (NEPA) of 1969 must also be completed where applicable. Each property must be cleared through this office on an INDIVIDUAL basis.

The Operating Agency will maintain an up-to-date inventory list of all non-expendable property items for which they are responsible. The following items should be included in the list: description of property, serial or ID number, source of funds that purchased the item, date of purchase, cost, location, condition of property, and date of disposal and sale price.

Per 24 CFR 35: Lead-Based Paint Poisoning Prevention in Certain Residential Structures: the operating agency is required to provide (where appropriate) notification, evaluation and reduction of lead-based paint hazards in Federally owned residential property and housing receiving Federal financial assistance for structures built before 1978. The operating agency shall maintain appropriate records to indicate compliance with this regulation on a property-by-property basis. Projects that are not exempt must comply with the regulation and follow procedures based on the funding amount for each project.

The Operating Agency must maintain payroll and time and attendance records signed by the employee and approved by the supervisor. Time distribution records will also be kept by program and shall account for total work time on a daily basis for all employees.

The Operating Agency will comply with procurement standards outlined in, 24 CFR, Part 84, Section 84.44, entitled Procurement Procedures, for the purchase of all goods and contracted services using CDBG or ESG funds.

Contracted Services/Subrecipients

Agency will procure and contract out for accounting services on a year to year basis.

Funding Summary

Formula Grant Funding		
<u>Cost Category</u>	<u>Amount</u>	
Personnel	\$29,769	
Non-Personnel	\$12,231	
Total	\$42,000	

Service Area

<u>Region</u>	<u>Population</u>	<u>Low/Mod Pop</u>	
9001.01 East Antelope Valley (lake Los Angeles/roosevelt) (u)	11,849	6,073	
9003.00 BG 1 East Antelope Valley - Lake Los Angeles/roosevelt -u	457	300	
9009.00 BG 2 Quartz Hill - Del Sur/green Valley/leona Valley -u	393	259	
9011.01 BG 1 Quartz Hill - Del Sur/green Valley/leona Valley -u	560	359	
9101.00 South Antelope Valley -u	841	694	
9102.01 South Antelope Valley -u	403	402	
9109.02 Littlerock-pearblossom-sun Village - Longview/llano -u	1,327	694	
Grand Total:	15,830	8,781	55.47% Low/Mod